

Finance Subcommittee Meeting
Thursday, January 13, 2022
4:00 PM – 5:00 PM
Conducted by Remote Participation
Meeting Minutes

Attendees: Adam Chapdelaine, Sandy Pooler, Kate Loosian, John Cole
Jim Burrows, Sy Nguyen, Victoria Clifford, Skanska USA Building, Inc.

Call to order: 4:04 PM.

Adam Chapdelaine, Town Manager, opened the meeting conducted by remote participation as outlined in Governor Baker’s order suspending certain provisions of the open meeting law on March 12, 2020, and explained how votes would be taken.

Budget Update / Change Log Review

- Skanska gave an overall budget update
- Skanska reported they are working with Consigli to close open CR’s

Consigli Req #21 Review/Approval

- Skanska recommended approval
- John Cole asked how the total amount compared to other months.
 - Skanska answered that the req this month was lower than previous months because the majority of the work this month was for finishes.

Change Order #9 Review/Approval

- Skanska presented Change Order #9 for a total of \$68,870.53 and recommended approval.
- The following Change Requests (CR’s) were included:

CR#	Description	Net Added
CR 147R1	FP at makerspace ductwork (HVAC, Elec, GWB scope).	\$ 9,161
CR 175R1	ASI-105 Revisions to bldg. B steel and concrete- Phase 2	\$ 15,425
CR 204R1	ASI-119.1/ASI-119 Phase 2/3 Structural steel revisions	\$ 13,411
CR 236	RFI-470 Exterior Auditorium added recess soffit for light fixture	\$ 8,618
CR 238R1	ASI-141 & ASI-148 Revisions to steel part B and C	\$ 16,263
CR 294	RFI-554 Light Fixtures at Rm 527, 528 location change to clear FH	\$ 2,354
CR 300	RFI-380 Change PC-16 Light fixtures to be PC-19	\$ 1,806

- John Cole asked if CR238 included drawing coordination and T&M.
 - Skanska answered that the CR includes additional steel and shop drawing coordination.

Adam Chapdelaine asked for a motion to approve the following:

1. Motion to approve Consigli AHS Requisition #21 for \$3,998,811.90
2. Motion to approve Change Order No. 9 for a total of \$68,870.53.
3. Motion to approve the 12/16/2021 Finance Subcommittee Meeting Minutes.

Kate Loosian made the motion. John Cole seconded the motion.

- Kate Loosian: Yes
- John Cole: Yes
- Sandy Pooler: Yes
- Adam Chapdelaine: Yes

Motion passed unanimously.

New Business

- Skanska gave an update that an additional thermal roof scan is needed for commissioning. BEA, the Building Envelope Commissioning Agent, owns a thermal scan of the roof, but due to the thickness of our roof, the thermal scan does not reach the deck. Skanska did receive a quote from BEA and a quote from Briggs. The Briggs quote was much lower for the same scope. Skanska recommended having Briggs perform the test under the current testing contract.
- Kate Loosian noted that Briggs's testing contract is trending ahead.
 - Skanska noted that we are looking into the Briggs contract to see where we will land for the upcoming phases.
- Skanska gave an update on supply chain issues.
 - John Cole asked if the COVID spike was affecting the manpower.
 - Skanska answered, yes, but the subs are working on Sundays when possible to make up lost time.

John Cole moved to adjourn. Kate Loosian seconded the motion.

Adam Chapdelaine called a roll call vote:

- Kate Loosian: Yes
- John Cole: Yes
- Adam Chapdelaine: Yes
- Sandy Pooler: Yes

Motion passed unanimously.

Meeting adjourned at 4:26 PM.